### **Comparisons of Job Characteristics**

Focus Occupation: Compensation and Benefits Managers (11-3041)
Associated Occupation: Human Resources Assistants, Except Payroll and Timekeeping (43-4161)

Compare Knowledge
Compare Skills
Compare Abilities
Compare Detailed Work Activities
Compare Tools and Technologies

| << | Focus occupation element is much lower             |
|----|--|
| <  | Focus occupation element is lower                  |
| 0  | Focus occupation element is at a similar level     |
| >  | Focus occupation element is at a higher level      |
| >> | Focus occupation element is at a much higher level |

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### Knowledge

Similarity of Focus Occupation to Associated Occupation: 7

Focus Occupation: Compensation and Benefits Managers (11-3041)

Associated Occupation: Human Resources Assistants, Except Payroll and Timekeeping (43-4161)

| Associated Occupation's<br>Key Knowledge Elements | Average<br>Rating, All<br>Occupations | Associated<br>Occupation's<br>Rating | Focus<br>Occupation's<br>Rating | Evaluation of Focus Occupation |  |
|---|---------------------------------------|--------------------------------------|---------------------------------|--------------------------------|--|
| Customer and Personal Service                     | 11.3                                  | 17.8                                 | 10.3                            | <<                             | Extensive education and/or training may be required    |
| Clerical  | 7.3                                   | 16.7                                 | 8.2                             | <<                             | Extensive education and/or training may be required    |
| Personnel and Human<br>Resources                  | 5.6                                   | 16.0                                 | 20.8                            | >>                             | Current knowledge level is likely more than sufficient |
| Administration and Management                     | 8.4                                   | 12.2                                 | 15.2                            | >                              | Current knowledge level is likely sufficient           |

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.

#### **Skills**

Similarity of Focus Occupation to Associated Occupation:

Focus Occupation: Compensation and Benefits Managers (11-3041)

Associated Occupation: Human Resources Assistants, Except Payroll and Timekeeping (43-4161)

| Associated Occupation's<br>Key Skills Elements | Average<br>Rating, All<br>Occupations | Associated<br>Occupation's<br>Rating | Focus<br>Occupation's<br>Rating | Evaluation of Focus Occupation        |  |
|--|---------------------------------------|--------------------------------------|---------------------------------|---------------------------------------|--|
| Reading Comprehension                          | 10.7                                  | 13.3                                 | 13.6                            | Current skill level may be sufficient |  |
| Active Listening                               | 11.0                                  | 12.5                                 | 13.0                            | Current skill level may be sufficient |  |
| Writing  | 9.2                                   | 10.5                                 | 11.1                            | Current skill level may be sufficient |  |
| Service Orientation                            | 7.9                                   | 9.0                                  | 9.2                             | Current skill level may be sufficient |  |

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.

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Focus Occupation: Compensation and Benefits Managers (11-3041)

Associated Occupation: Human Resources Assistants, Except Payroll and Timekeeping (43-4161)

| Associated Occupation's<br>Key Abilities Elements | Average<br>Rating, All<br>Occupations | Associated<br>Occupation's<br>Rating | Focus<br>Occupation's<br>Rating |   | Evaluation of Focus Occupation                |  |
|---|---------------------------------------|--------------------------------------|---------------------------------|---|---|--|
| Oral Comprehension                                | 12.5                                  | 14.1                                 | 14.2                            | 0 | Current ability level may be sufficient       |  |
| Oral Expression                                   | 12.4                                  | 14.0                                 | 13.6                            | 0 | Current ability level may be sufficient       |  |
| Written Comprehension                             | 11.0                                  | 12.3                                 | 13.9                            | > | Current ability level is likely sufficient    |  |
| Near Vision                                       | 11.1                                  | 11.5                                 | 10.2                            | < | Some improvement in abilities may be required |  |
| Written Expression                                | 9.8                                   | 11.1                                 | 13.6                            | > | Current ability level is likely sufficient    |  |
| Speech Clarity                                    | 10.2                                  | 10.7                                 | 11.2                            | 0 | Current ability level may be sufficient       |  |

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.

## Activities that Both Occupations Have in Common

Similarity of Focus
Occupation to Associated
Occupation: 59

Focus Occupation: Compensation and Benefits Managers (11-3041)
Associated Occupation: Human Resources Assistants, Except Payroll and Timekeeping (43-4161)

| Work Activities                       | Exclusivity of Activity |
|---------------------------------------|-------------------------|
| Compile numerical or statistical data | 38                      |
| Fill out insurance forms              | 81                      |
| Obtain information from individuals   | 24                      |
| Use interviewing procedures           | 23                      |

Not all positions in these occupations will necessarily perform all of the listed activities. The exclusivity rating is an indication of how unique the activity is amongst all occupations. The maximum rating is 100. High scores indicate that only a small number of occupations engage in that activity.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.

# **Tools and Technologies that Both Occupations Have in Common**

Similarity of Focus
Occupation to Associated
Occupation: 76

Focus Occupation: Compensation and Benefits Managers (11-3041)

Associated Occupation: Human Resources Assistants, Except Payroll and Timekeeping (43-4161)

| Tools and Technologies                 | Exclusivity |
|--|-------------|
| Business function specific software    | 1           |
| Calculating machines and accessories   | 3           |
| Computer data input devices            | 2           |
| Computers                              | 1           |
| Content authoring and editing software | 1           |
| Content management software            | 6           |

| Data management and query software                               | 1 |
|--|---|
| Duplicating machines   | 6 |
| Finance accounting and enterprise resource planning ERP software | 2 |
| Information exchange software                                    | 1 |
| Network applications software                                    | 1 |

Not all positions in these occupations will necessarily use all of the listed tools and technologies. The exclusivity rating is an indication of how unique the tool or technology is amongst all occupations. The maximum rating is 100. High scores indicate that only a small number of occupations use that tool or technology.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.